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12 May 1969

MEMORANDUM FOR: Director of Research and Development

THROUGH : Special Panel/ORD

SUBJECT : Recommendation for Promotion -

25X1A9a [REDACTED]
GS-04 - GS-05

25X1A9a 1. The purpose of this memorandum is to recommend [REDACTED] Information Control Clerk/Registry for promotion from GS-04 to GS-05.

25X1A9a

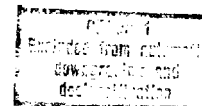
25X1A9a 2. [REDACTED] has been assigned to the ORD/Registry since 31 October 1967. She has continued to do a most commendable job for ORD and has shown much progress in her work since her last fitness report. During this period, [REDACTED] has shown the capability of putting to good use her vast knowledge of procedures and security requirements needed to operate in an Agency registry. She is cheerful, helpful, conscientious in the performance of her duties and most calm and adaptable in handling difficult occasions in relationship to other ORD personnel. In the absence of her supervisor, she quite capably keeps the Registry operating in a smooth and efficient manner.

25X1A9a 3. [REDACTED] has become a very valuable employee to ORD, and I recommend that she be promoted from GS-04 to GS-05.

25X1A9a

[REDACTED]
Chief, Registry Branch
Office of Research and Development

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SUBJECT: 25X1A9a
Recommendation for Promotion
[REDACTED]
GS-04 - GS-05

CONCUR:

18
Administrative Officer/ORD

3 June 69
Date

RECOMMEND APPROVAL:

18
Chairman, Special Panel/ORD

11 June 69
Date

APPROVAL:

18
Director of Research and Development

11 June 69
Date

Distribution:

Original & 1 - Addressee
1 - Special Panel/ORD
1 - AO/ORD
AO/ORD/DD/S&T [REDACTED] :dpc 2637 (12 May 1969)

25X1A9a